



**DEPARTMENT OF THE ARMY**  
**Headquarters, 18<sup>th</sup> Military Police Brigade**  
**CMR 418**  
**APO, AE 09058**

AETV-MP-H

15 November 2004

**MEMORANDUM FOR SEE DISTRIBUTION**

**SUBJECT: 18<sup>th</sup> Military Police Brigade Command Policy Memorandum #10,  
Community Law Enforcement (CLE) Backfill Guidance**

**1. References:**

- a. 1<sup>st</sup> and 2<sup>nd</sup> Quarter FY03 Command Operating Budget Guidance, DTG: 26 Nov 02.
- b. 18<sup>th</sup> MP BDE 4<sup>th</sup> QTR FY04 Quarterly Training Guidance, DTG: 25 Jun 04.

2. General. The 18<sup>th</sup> Military Police Brigade will conduct CLE backfill in order to conduct collective level training during green cycle. Commanders have ownership of CLE and decisions regarding CLE backfill must NOT be taken lightly as they directly affect soldier's quality of life, the unit budget and PERSTEMPO.

3. Criteria. Backfill outside a home community will occur only when a community has exhausted all personnel resources at 12-hour shifts and still cannot fulfill the commitment.

**4. Execution.**

a. When CLE backfill or 12 hour shifts are required, the Battalion Commander must approve the backfill prior to the three (3) week or 21 day training lock-in window. The 1610 must be submitted for approval to the Brigade S4, 21 days prior to starting backfill. The Brigade S3 will brief the Brigade Commander when our soldiers have to conduct CLE outside their home communities or anytime that we must go to 12 hour shifts in a community.

b. All personnel performing CLE in their home community will do so on 12-hour shifts when receiving backfill support. All backfill personnel will also perform CLE at 12-hour shifts. The only exception to backfill personnel not conducting 12-hour shifts is when soldiers can be transported from home station to the backfill community, work an 8-hour shift, and be transported back to home station within safety considerations. This exception only applies to communities in close geographic proximity to one another. Examples of communities where this exception might apply would be Kitzingen with Schweinfurt and Grafenwoehr with Hohenfels or Vilseck. In these cases, where soldiers

AETV-MP-H

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are performing CLE backfill on 8-hour shifts, soldiers conducting the backfill are NOT entitled to TDY reimbursement.

c. When soldiers conduct CLE backfill for 14 days or less, they will work a 6&1, 12-hour shift. When soldiers conduct CLE backfill for a period of time that exceeds 14 days, but is less than 30 days, soldiers will work a 6&2, 12-hour shift. When soldiers conduct CLE backfill for a period of 3 days or longer, soldiers will be rotated every 30 days. On a case-by-case basis, Battalion Commanders can authorize soldiers to return to their home station during their scheduled days off.


d. All CLE will be conducted on group travel orders. Soldiers on group orders will only receive the proportional incidental of \$11.00 per day with the exception of Wiesbaden where the rate is \$15.00. Government housing, meals, and transportation will be used to reduce the TDY cost. The Deputy Brigade Commander is the funding approval official for CLE backfill; therefore, he must sign block 18 of the DD Form 1610. If government housing, meals, or transportation cannot be provided, it must be addressed through the Brigade S3 to the Deputy Brigade Commander. POVs are allowed at the rate of one per every four soldiers performing CLE backfill. "In and Around Mileage" is NOT authorized and mileage to and from the backfill community may be claimed on DD Form 1164.

5. Commanders will ensure that all subordinate leaders/staff are aware and understand the contents of this policy.

6. POC for this memorandum is the Brigade Operations Officer at DSN 382-5684.

7. "EVER VIGILANT!"

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JAMES B. BROWN  
COL, MP  
Commanding